

**PRIVACY NOTICE**

All social security numbers are requested by this agency in accordance with the requirements of the Internal Revenue Code. Disclosure is mandatory and this form will not be processed without this information.

## W-4P (Substitute) Tax Withholding Certificate

Your PERF benefits are subject to federal income tax withholding. Complete this form to inform PERF of your federal income tax withholding election. Once you make an election, it will remain in effect until you change or revoke it. If you choose not to have tax withheld or do not have enough tax withheld, you may have to make estimated tax payments to the IRS. ***You may be subject to penalties if your payments of estimated tax and withholding are not sufficient.***

### Member Information

Name (Last, First, Middle)	Social Security Number
Street Address	City/ State/ Zip Code
Phone Number (area code first)	Date

### Federal Income Tax Withholding Election

- ☐ 1. I elect NOT to have federal income tax withheld from each periodic pension payment. (If you choose this election, then do not complete lines 2 or 3.)

OR

- ☐ 2. I want federal income tax withheld from each periodic pension payment, which is figured by using the number of allowances and marital status shown in parts A and B below. Use the worksheet on the reverse side of this form to figure your allowances. You may also designate an additional dollar amount below.

A. Check marital status: ☐ Single ☐ Married ☐ Married, but withholding at the higher, single rate.

B. Enter number of allowances: \_\_\_\_\_

**OPTIONAL - Only if you completed line 2, parts A and B:**

In addition to the amount withheld based on line 2, I want the following amount withheld from each periodic pension payment:

(You cannot enter an amount here unless you completed line 2, parts A and B.) \$ \_\_\_\_\_

OR

- ☐ 3. I only want the following dollar amount withheld from each periodic pension payment: \$ \_\_\_\_\_

### Member Authorization

Please  
sign  
here 

Member Signature

Printed Name

Upon completion, please send this form to PERF at 143 West Market Street, Indianapolis, IN 46204. You may also fax it to (317) 234-1226. If you fax this document, PERF does not need the hard copy.

## Personal Allowances Worksheet

- A** Enter "1" for **yourself** if no one else can claim you as a dependent.....**A** \_\_\_\_\_
- B** Enter "1" if: You are single and have only one pension; or  
You are married, have only one pension and your spouse has no income subject to withholding; or  
Your income from a second pension or a job, or your spouses pension or wages (or the total of all) is  
\$1000 or less.....**B** \_\_\_\_\_
- C** Enter "1" for your **spouse**. But, you may choose to enter "-0-" if you are married and have either a spouse who has  
income subject to withholding or you have more than one source of income subject to withholding. (Entering "-0-" may  
help you avoid having too little tax withheld.).....**C** \_\_\_\_\_
- D** Enter number of **dependents** (other than your spouse or yourself) you will claim on your tax return.....**D** \_\_\_\_\_
- E** Enter "1" if you will file as head of household on your tax return.....**E** \_\_\_\_\_
- F Child Tax Credit** (including additional child tax credit):  
If your total income will be less than \$55,000 (\$82,000 if married), enter "2" for each eligible child; or  
If your total income will be between \$55,000 and \$84,000 (\$82,000 and \$119,000 if married), enter "1" for each eligible  
child, plus "1" **additional** if you have four or more eligible children.....**F** \_\_\_\_\_
- G** Add lines A through F and enter total here. (Note: This may be different from the number of exemptions you claim on  
your tax return.).....**G** \_\_\_\_\_

**For accuracy, complete all worksheets that apply:**

- If you plan to itemize or claim adjustments to income and want to reduce your withholding, see the IRS **Deductions and Adjustments Worksheet** on the next page.
- If you have more than one source of income subject to withholding or a spouse with income subject to withholding and your combined income from all sources exceeds \$35,000 (\$25,000 if married), see the **Multiple Pensions/More Than-One-Income Worksheet** on the next page to avoid having too little tax withheld.
- If neither of the above situations applies, stop here and enter the number from line G for your allowances on line 2.

**Deductions and Adjustments Worksheet**

**Note.** Use this worksheet **only** if you plan to itemize deductions, claim certain credits, or claim adjustments to income on your 2006 tax return.

- 1 Enter an estimate of your 2006 itemized deductions. These include qualifying home mortgage interest, charitable contributions, state and local taxes, medical expenses in excess of 7.5% of your income, and miscellaneous deductions. (For 2006, you may have to reduce your itemized deductions if your income is over \$150,500 (\$75,250 if married filing separately). See *Worksheet 3* in Pub. 919 for details.) **1** \$ \_\_\_\_\_
- 2 Enter:  $\left\{ \begin{array}{l} \$10,300 \text{ if married filing jointly or qualifying widow(er)} \\ \$7,550 \text{ if head of household} \\ \$5,150 \text{ if single} \\ \$5,150 \text{ if married filing separately} \end{array} \right\}$  **2** \$ \_\_\_\_\_
- 3 **Subtract** line 2 from line 1. If line 2 is greater than line 1, enter “-0-” **3** \$ \_\_\_\_\_
- 4 Enter an estimate of your 2006 adjustments to income, including alimony, deductible IRA contributions, and student loan interest **4** \$ \_\_\_\_\_
- 5 **Add** lines 3 and 4 and enter the total. (Include any credit amounts from *Worksheet 7* in Pub. 919.) **5** \$ \_\_\_\_\_
- 6 Enter an estimate of your 2006 income not subject to withholding (such as dividends or interest) **6** \$ \_\_\_\_\_
- 7 **Subtract** line 6 from line 5. Enter the result, but not less than “-0-” **7** \$ \_\_\_\_\_
- 8 **Divide** the amount on line 7 by \$3,300 and enter the result here. Drop any fraction. **8** \_\_\_\_\_
- 9 Enter the number from the **Personal Allowances Worksheet**, line G, page 1 **9** \_\_\_\_\_
- 10 **Add** lines 8 and 9 and enter the total here. If you use the **Multiple Pensions/More-Than-One-Income Worksheet**, also enter this total on line 1 below. Otherwise, **stop here** and enter this total on Form W-4P, line 2, page 1. **10** \_\_\_\_\_

**Multiple Pensions/More-Than-One-Income Worksheet**

**Note.** Complete only if the instructions under line G, page 1, direct you here. This applies if you (and your spouse if married filing a joint return) have more than one source of income subject to withholding (such as more than one pension, or a pension and a job, or you have a pension and your spouse works).

- 1 Enter the number from line G, page 1 (or from line 10 above if you used the **Deductions and Adjustments Worksheet**) **1** \_\_\_\_\_
- 2 Find the number in **Table 1** below that applies to the **LOWEST** paying pension or job and enter it here **2** \_\_\_\_\_
- 3 If line 1 is **more than or equal to** line 2, subtract line 2 from line 1. Enter the result here (if zero, enter “-0-”) and on Form W-4P, line 2, page 1. **Do not** use the rest of this worksheet. **3** \_\_\_\_\_

**Note.** If line 1 is **less than** line 2, enter “-0-” on Form W-4P, line 2, page 1. Complete lines 4–9 below to calculate the additional withholding amount necessary to avoid a year-end tax bill.

- 4 Enter the number from line 2 of this worksheet **4** \_\_\_\_\_
- 5 Enter the number from line 1 of this worksheet **5** \_\_\_\_\_
- 6 **Subtract** line 5 from line 4. **6** \_\_\_\_\_
- 7 Find the amount in **Table 2** below that applies to the **HIGHEST** paying pension or job and enter it here **7** \$ \_\_\_\_\_
- 8 **Multiply** line 7 by line 6 and enter the result here. This is the additional annual withholding needed **8** \$ \_\_\_\_\_
- 9 **Divide** line 8 by the number of pay periods remaining in 2006. For example, divide by 12 if you are paid every month and you complete this form in December 2005. Enter the result here and on Form W-4P, line 3, page 1. This is the additional amount to be withheld from each payment **9** \$ \_\_\_\_\_

**Table 1: Multiple Pensions/More-Than-One-Income Worksheet**

Married Filing Jointly						All Others	
If amount from <b>HIGHEST</b> paying pension or job is—	AND, amount from <b>LOWEST</b> paying pension or job is—	Enter on line 2 above	If amount from <b>HIGHEST</b> paying pension or job is—	AND, amount from <b>LOWEST</b> paying pension or job is—	Enter on line 2 above	If amount from <b>LOWEST</b> paying pension or job is—	Enter on line 2 above
\$0 - \$42,000	\$0 - \$4,500	0	\$42,001 and over	\$32,001 - \$38,000	6	\$0 - \$6,000	0
	4,501 - 9,000	1		38,001 - 46,000	7	6,001 - 12,000	1
	9,001 - 18,000	2		46,001 - 55,000	8	12,001 - 19,000	2
	18,001 and over	3		55,001 - 60,000	9	19,001 - 26,000	3
				60,001 - 65,000	10	26,001 - 35,000	4
\$42,001 and over	\$0 - \$4,500	0		65,001 - 75,000	11	35,001 - 50,000	5
	4,501 - 9,000	1		75,001 - 95,000	12	50,001 - 65,000	6
	9,001 - 18,000	2		95,001 - 105,000	13	65,001 - 80,000	7
	18,001 - 22,000	3		105,001 - 120,000	14	80,001 - 90,000	8
	22,001 - 26,000	4		120,001 and over	15	90,001 - 120,000	9
	26,001 - 32,000	5				120,001 and over	10

**Table 2: Multiple Pensions/More-Than-One-Income Worksheet**

Married Filing Jointly		All Others	
If amount from <b>HIGHEST</b> paying pension or job is—	Enter on line 7 above	If amount from <b>HIGHEST</b> paying pension or job is—	Enter on line 7 above
\$0 - \$60,000	\$500	\$0 - \$30,000	\$500
60,001 - 115,000	830	30,001 - 75,000	830
115,001 - 165,000	920	75,001 - 145,000	920
165,001 - 290,000	1,090	145,001 - 330,000	1,090
290,001 and over	1,160	330,001 and over	1,160